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## Discussion Questions on Program Planning Procedures

### EXTENSION PHILOSOPHY

1. How would you explain the purpose of Extension work?
2. How would you describe the job of the county agent and home demonstration agent?
3. What do you consider to be a good Extension program?
4. What is the place of committees in program planning?
5. What is the role of organized groups in Extension work?
6. Should other agencies have a part in program planning?
7. Based on your own experience, what special kind of training is needed by new extension workers?

### PLANNING ORGANIZATION

8. What is the structure of your planning organization?
9. When, how, and by whom was your present planning organization started?
10. How are members selected?
11. How long have the present members served?
12. What is the background of the members of the planning organization -- what previous experience on committees have they had?
13. To what degree is the present membership representative of the various groups and interests in the county?

### ROLE OF OTHER AGENCIES

14. Do other agencies have a part in program planning?
15. Who represents them in planning meetings?
16. How do they take part?
17. What do they contribute?
18. Do they help carry out the program?

### PARTICIPATION BY THE PEOPLE

19. How many times do planning groups meet in a year?
20. How long are the planning meetings?
21. What is the attendance at planning meetings by members of planning committees?
22. To what extent do all individual committee members take part in the planning meetings?
23. To what extent do people who are not members of committees have a part in determining the program?



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### PLANNING MEETINGS

24. Are community or neighborhood planning meetings held?
25. What meeting procedure was followed?
26. Were last year's successes and failures reviewed in planning meetings?
27. What kinds of information and ideas were brought up and discussed in the committees?
28. What action was provided for?
29. Who actually took a leadership role in the meetings?

### USE OF BACKGROUND FACTS

30. Was adequate background information brought to the attention of the committees?

### PEOPLE'S NEEDS AND INTERESTS

31. How was information about the people's needs and interests obtained?
32. Was it adequate?
33. Who presented it?
34. How was it organized and interpreted?
35. Was it considered in making decisions?
36. How do you feel about the program decisions that were made?
37. Were means of carrying out the decisions discussed?

### NATIONAL AND STATE SITUATION

38. How was information about national and State situations obtained?
39. Who presented it?
40. How is it organized and interpreted?
41. How do you feel about the decisions that were made?
42. Were means of acting on decisions discussed?

### SPECIALISTS' AND AGENTS' SUGGESTIONS

43. How were the ideas and suggestions of specialists and the agents presented to the committees?
44. How do you feel about the decisions?

### PROBLEMS CONSIDERED

45. What problems were considered by the committees?
46. What problems were selected to be worked on?
47. How were they selected?
48. How do you feel about the problems selected to be worked on?
49. Was there discussion of how to deal with the problems?

### CONTINUITY AND BALANCE

50. To what extent have major objectives or problems received continuous effort over several years?
51. Why has there been continuous interest in these problems?
52. To what extent has there been accomplishment toward these objectives or toward solution of the problems?
53. Are these basic objectives or problems compared with others that might have been included?





